



## 2. MEMBERSHIP REGULATION

### 2.1 Purpose of this Regulation

2.1.1 **Purpose:** In accordance with the SLSNZ Constitution, the purpose of this Regulation is to set out additional detail on:

- (a) The process for becoming a Member (Club or Individual) of SLSNZ.
- (b) The rights and obligations of a Member (Club or Individual) of SLSNZ.
- (c) The way information about a Member (Club or Individual) is collected and used by SLSNZ.
- (d) The transfer process for Individual Members between Clubs.

### 2.2 Commencement Date

2.2.1 This Regulation shall take effect and come into force on 27 June 2021.

### 2.3 Definitions

2.3.1 The following words and phrases used in this Regulation shall mean as follows:

“Club” means any Board approved and affiliated Surf Lifesaving Club, Lifesaving Service, Rescue Service or organisation that is incorporated and engages in active lifesaving services.

“**Lifesaving Service Agreement**” means an agreement between SLSNZ and a Club setting out the Lifesaving related obligations of the Club.

“**PAM**” means the Patrol and Membership database operated by SLSNZ.

“**Member Portal**” means the portal that members access to update contact details, access member education, awards and patrolling data.

“**Primary Membership**” means the membership of a Club which the Individual Member will compete under at national and regional competitions and also patrol under (unless they have an additional Secondary Membership).

“**Secondary Membership**” means an Individual member can belong to one or more additional Club for patrolling purposes only.

“**Associate Membership**” is a member of a club for purposes other than competition or patrolling.

“**Season**” means the period from 1 July to 30 June each year.

### 2.4 Club Membership to SLSNZ

2.4.1 **Application for New Club:** If any group of individuals formed as a club or organisation (which is incorporated) wishes to become an affiliated Club of SLSNZ in accordance with the Constitution, it must apply in writing to the

Board by completing the form annexed at **Appendix 1** and forwarding it to the Chief Executive of SLSNZ.

- 2.4.2 **New Member Clubs:** Upon receipt of an application under clause 2.4.1, the Chief Executive shall forward the application to the Board. The Board must consider every application by a club or organisation seeking to become a Club of SLSNZ and must determine, in its sole discretion, whether to accept or decline the application. The Board may seek further information from the club or organisation and may impose any condition that it considers appropriate, prior to acceptance. They shall be added as an affiliated Club/Service in Appendix 7 of the Region and Club Chairs Committee regulation under the appropriate Region.
- 2.4.3 **Notification of New Club:** The Board shall notify the Chief Executive of its decision and as soon as possible, the Chief Executive shall notify the club or organisation in writing whether or not its application for membership is successful. If successful, the club or organisation shall be a Member of SLSNZ as a Club on receipt of such notice.
- 2.4.4 **Obligations of a Club:** In addition to the obligations of a Club in the Constitution, a Club must also comply with the following obligations:
- (a) Produce each year by the date specified by SLSNZ, a current Club/Service Operations Manual which must be updated with current NSOP's and CSOP's and approved by SLSNZ prior to the commencement of each patrol season .
  - (b) Sign annually a Lifesaving Service Agreement with SLSNZ on patrolling model and obligations by the date specified with SLSNZ.
  - (c) Provide patrols at the beach(es) as set out in their Lifesaving Service Agreement and according to the Surf Lifesaving Regulation. The standards of such patrols to be monitored by SLSNZ.
  - (d) Provide a copy of its annual report and audited annual accounts to SLSNZ by no later than 1 September each year.
  - (e) Provide a copy of its constitution to SLSNZ on request following any amendments being made to it.
- 2.4.5 **Application of New Associate Member:** If any organisation which supports and promotes Surf Life Saving, but is not a Club, wishes to be an Associate Member of SLSNZ in accordance with the Constitution, it must apply in writing to the Board by completing the form annexed at **Appendix 2** and forwarding to the Chief Executive.
- 2.4.6 **New Associate Member:** Upon receipt of an application under clause 2.4.5, the Chief Executive shall forward the application to the Board. The Board must consider every application by an organisation seeking to become a new Associate Member and must determine, in its sole discretion, whether to accept or decline the application. The Board may seek further information from the applicant organisation and may impose any condition that is considers appropriate, prior to acceptance.
- 2.4.7 **Notification of New Associate Member:** As soon as possible after the Board's decision is made, the Chief Executive shall notify the applicant organisation in writing whether or not its application for membership is

successful. If successful, the organisation shall be an Associate Member on receipt of such notice.

## **2.5 Individual Membership to SLSNZ**

2.5.1 **Application of New Individual Member:** In order to complete the requirements to become a New Individual Member of SLSNZ in accordance with the Constitution, a person wishing to be a member of a Club, must also apply to SLSNZ for Individual Membership of SLSNZ by completing the membership form online (at [www.slsnz.org.nz](http://www.slsnz.org.nz) or through the applicable Club website) **or** by completing the SLSNZ prescribed membership form and forwarding it to the Club (Individual Membership Form).

2.5.2 **Renewal of Individual Membership:** The terms of renewing an Individual Membership are set out in the SLSNZ Constitution.. If the details of the Membership change, s/he shall notify his/her Club who will, within 30 days, either:

- (a) update the Individual Members details on PAM; or
- (b) provide written notice to SLSNZ of such change(s).

## **2.6 Primary Membership**

2.6.1 Refers to primary club of membership for patrolling and competing.

2.6.2 All contact information must be held or updated with the Primary membership.

## **2.7 Secondary Membership**

2.7.1 Any member may maintain a Primary and multiple Secondary Membership with two or more clubs.

2.7.2 The member may patrol for either of their Primary or Secondary club, however they may only compete for the club with which their Primary Membership resides with.

## **2.8 Associate Membership**

2.8.1 Refers to any club membership category that sits outside of patrolling and competing where the member has applied to be a member of the club and SLSNZ.

## **2.9 Membership Fees**

2.9.1 **SLSNZ Fees:** There shall be no membership fee payable to SLSNZ by any Club or any other Member of SLSNZ.

2.9.2 **Club Fees:** Each Club may determine their own membership fee or fees payable by its members.

## **2.10 Register of Members**

2.10.1 **PAM:** PAM is owned and maintained by SLSNZ.

2.10.2 **New Members:** In accordance with the Constitution, every Club must either:

- (a) enter the details of any new Club members on PAM, accessed at <http://pam.surflifesaving.org.nz>, as soon as practical after the new member has completed the Individual Membership Form (if the

member completes the Individual Membership Form online via PAM then the Club is not required to enter the members details); or

- (b) forward the relevant page of the SLSNZ Individual Membership Form to SLSNZ.

2.10.3 **Change in Details:** In accordance with the Constitution, all Clubs shall provide notice of any change(s) to the details of its Individual Members to SLSNZ within 30 days of being notified of such change(s) by:

- (a) updating the Individual Members details on PAM; or
- (b) providing written notice to SLSNZ of such change.

2.10.4 **Access to PAM:** Each Club shall have access to its Individual Members information on PAM provided that:

- (a) access by each Club shall be limited to persons who are authorised in writing by the Club board, management committee or equivalent body to do so (in each organisation); or;
- (b) failing such authorisation, shall be limited to the Chief Executive (or equivalent position), the president and the chairperson (or equivalent position) of the Club.

## 2.11 Transfer Rights

2.11.1 **Primary Membership:** An Individual Member can only hold one Primary Membership at any given time but can be a Member of more than one Club. An individual member's competitive club is that listed on the PAM database as their Primary Club.

2.11.2 **Competitive Transfers:** An Individual Member can apply during the Season to transfer their Primary Membership in accordance with the process outlined in clause 2.11.3, provided that the Individual Member:

- (a) is only entitled to one transfer per Season; and
- (b) must not already have competed in a Regional or National Championships in any age grade during the same Season. For clarity these events are the Northern, Eastern, Central and Southern Region Pool Championships and New Zealand Pool Championships; North Island, South Island and New Zealand IRB

Championships; and Northern, Eastern, Central and Southern Regional Championships and the New Zealand Championships.

2.11.3 **Process:** Subject to clause 2.11.2, if an Individual Member wishes to apply to transfer from one Club to another Club the following process will apply:

- (a) An Individual Member will complete the transfer form online via PAM or complete the transfer form attached at **Appendix 3** (Transfer Form) and forward to his/her **current** Club and to SLSNZ.
- (b) On receipt of the Transfer Form or on notification through PAM, the Individual Member's current Club must, within 14 days, either:
  - i. return the Transfer Form to SLSNZ approving the transfer; or
  - ii. lodge an objection to the transfer with SLSNZ by recording the reasons for the objection in writing on the Transfer Form and returning it to SLSNZ; or
  - iii. lodge an objection via PAM.
- (c) If the current Club does not respond within 14 days a decision on membership status will be made by SLSNZ.
- (d) If an objection is lodged, SLSNZ will consider the objection and make a decision regarding the membership status of the Individual Member within seven days of the date of the objection. All parties – the current Club, the proposed new Club and the Individual Member – will be notified by SLSNZ of the decision in writing, and the details will be recorded on the Individual Member's record on PAM by SLSNZ.
- (e) If an objection is lodged to a transfer in accordance with clause 2.11.3(b) or 2.11.3(c), the Individual Member cannot compete for the proposed new Club until SLSNZ has notified its decision under clause 2.11.3(c).

2.11.4 **Duplicate Records:** If the Individual Member is found to have two Primary Memberships on PAM, SLSNZ will investigate and provide the Member with the opportunity to be heard before make a decision regarding which Primary Membership shall remain for the member.

2.11.5 **ILS Transfers:** SLSNZ recognises the rights of ILS to determine their own transfer rules. Where SLSNZ Members are going into international competition SLSNZ will not support competitive transfers that contradict other countries or any ILS policy.

APPENDIX 1 – NEW CLUB MEMBERSHIP APPLICATION  
FORM

APPENDIX 2 – NEW ASSOCIATE MEMBERSHIP  
APPLICATION FORM

APPENDIX 3 – INDIVIDUAL MEMBERSHIP TRANSFER  
FORM